



STATE OF DELAWARE

Division of Development Disabilities Services Task Force

Meeting Minutes – September 25, 2019

1 Senator Stephanie L. Hansen, Co-Chair, called the meeting to order at 1:03 p.m. Those present
2 were Representative Kendra Johnson, Senator Anthony Delcollo via telephone, Marissa Catalon,
3 Deputy Director for the Division of Development Disabilities Service (DDDS), Laura Strmel,
4 Director of Employment Services at St. John's, Gary Cassedy, Vice-President of Programs with
5 Easter Seals, LJ Thomas as designee for Bianca Allegro, Director of Delaware Mentor, Michele
6 Mirabella, Director of Residential Services for Chimes Delaware, Terry Hancharick, Chair of the
7 Advisory Council for DDDS, Vice-Chair of the State Council for Persons with Disabilities, Kyle
8 Hodges, Policy Director for the State Council for Persons with Disabilities, Roy LaFontaine III,
9 Retired DDDS employee, Rita M. Landgraf, University of Delaware and former Cabinet Secretary
10 for Department of Health and Social Services, Allan R. Zaback, Wilmington University, Chair of
11 the Administration of Human Services Graduate Program, Retired former Director of the State
12 Division of Aging, and former DDDS employee. Representative Kevin S. Hensley and Albert
13 Anderson, Jr. were not present. A quorum was met.

14 A motion was made to accept the minutes with the necessary corrections by Kyle Hodges and
15 seconded by Laura Strmel. The motion carried unanimously with Representative Kevin Hensley
16 and Albert Anderson, Jr. absent.

17 Co-Chair Hansen moved to item number 3, the discussion of forming Task Force Subcommittees.
18 Co-Chair Hansen suggested that members serving on the subcommittees did not need to be limited
19 to the membership of the task force. Holly Vaughn Wagner, Legislative Attorney, clarified that if
20 the purpose of the subcommittee is information gathering only, membership does not need to be
21 limited to the membership of the task force, but the chairs of each subcommittee should be an
22 appointed member of the DDDS Task Force.

23 Based off the language and scope outlined in Senate Concurrent Resolution 62, which established
24 the DDDS Task Force, a motion was made by Rita Landgraf and seconded by Kyle Hodges to
25 establish the following subcommittees:

- 26 1. Direct Support Professionals (DSPs) Subcommittee, chaired by Representative
27 Kendra Johnson.
- 28 2. Substantiated Incident Subcommittee, chaired by Laura Strmel.
- 29 3. Structure & Leadership Subcommittee, chaired by Allan Zaback
- 30 4. Regulations Subcommittee, chaired by Senator Anthony Delcollo.
- 31 5. Prevailing Service Delivery Issues Subcommittee, chaired by Michele Mirabella.

32 The motion carried unanimously with Representative Hensley and Albert Anderson, Jr. absent.

33 Division of Research staff was tasked with coordinating interest in serving on the subcommittees
34 as well as providing public notice of all subcommittee meetings and any room reservation requests
35 in Legislative Hall. Additional legislative staff was tasked with drafting minutes of assigned
36 subcommittee meetings. Co-Chair Hansen requested that members of the task force think about
37 what information was needed if not specified already in the resolution.

38 Co-Chair Hansen concluded discussion on the task force subcommittees and a motion was made
39 and seconded to adjourn, which carried unanimously with Representative Kevin Hensley and
40 Albert Anderson, Jr. absent.

41 The meeting adjourned at 3:02pm.

42 Respectfully prepared by:

43 Amanda McAtee and Mark Brainard, Jr., JLOSC Analysts, Joint Legislative Oversight and Sunset
44 Committee.

45 *Access to the audio recording of this proceeding is available upon request.*